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Approved For Release 2001/08/17 : CIA-RDP57-00384R000700100005-1

Contracts

File

AGREEMENT OF EMPLOYMENT

Agreement made _____ between the United States of America (hereinafter call "the Government"), represented by the Contracting Officer executing this Agreement, and _____ (hereinafter called "the Contractor").

1. Duties The Government hereby contracts with the Contractor for the purchase of her services, her duties shall be in the nature of making the beds, vacuuming the floors, cleaning the bathrooms, keeping count of the linens, all other duties required to keep the second floor in good order, also help in preparation of the meals, and such other miscellaneous services as she may be instructed to perform by the Contracting Officer. Appropriate instructions will be conveyed to the Contractor by the authorized representative of the Contracting Officer at which time said instructions shall become a formal part of this Agreement in the same manner as if fully set forth herein.

2. Compensation a. For the work to be performed, the Contractor shall be paid at the rate of \$ _____ per seven-day week, and her room and board.

b. Such payment therefor is predicated upon the availability of the Contractor for work.

c. In the event the Contractor is not available to fulfill these conditions, the amount payable under the paragraph will be determined by the authorized representative of the Contracting Officer.

3. Receipts The Contractor shall furnish receipts for all monies paid to her under this Agreement, which shall indicate the amount received, the date and period for which the money is paid. Payment of such amount shall be considered as payment in full for all sums due for such services. No taxes will be withheld from this amount and it shall be the responsibility of the Contractor to report such income under existing Federal income tax laws and regulations.

4. Security This Agreement and all information which the Contractor may obtain by or through it, as well as any or all information obtained in the course of her employment is considered "Secret" and shall be kept secret unless released in writing by the U. S. Government. It is understood by the Contractor that a violation of such secrecy may subject her to criminal prosecution under the Espionage Laws, dated 25 June 1948, as amended, and other applicable laws and regulations. It is further understood that a violation of this paragraph may, at the discretion of the Contracting Officer, constitute a breach of contract, conferring upon the Contracting Officer a right of immediate termination of the Agreement.

5. Status This Agreement does not establish any employer-employee relationship between the Government and the Contractor. It is understood that the Contractor shall not represent herself, or allow herself to be represented, as an employee of the Government.

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6. Instructions All instructions received by the Contractor from the Contracting Officer or his authorized representative will be deemed a part of this agreement and incorporated herein to the extent that such instructions are not inconsistent with the terms thereof.

7. Term The term of this Agreement shall be on a 7-day, week-to-week basis, but subject to the following:

a. The Government may terminate this Agreement at any time, and thereupon the Government shall pay the Contractor his compensation up to the date of termination.

b. The termination of this Agreement will not release the Contractor from the provisions of any security oaths she may be required to execute.

In Witness Whereof the parties hereto have executed this Agreement intending to be legally bound thereby.

UNITED STATES OF AMERICA

BY

Authorized Contracting Officer

Contractor